

GR-20040730151424004-1201

ग्रामान् मंत्री ग्राम सडक योजना-महाराष्ट्र ग्रामीण रस्ते विकास असोसिएशनची
(MRRDA) स्थापना करणेबाबत.**महाराष्ट्र शासन****ग्राम विकास व जलसंधारण विभाग,****शासन निर्णय क्रमांक- शासयो-2003/प्र.क्र.124/योजना-9****मंत्रालय, मुंबई-400 032****दिनांक:- 10 ऑक्टोबर, 2003**

- घाचा:-** 1) श्री. एस.विजयकुमार, सह सचिव, ग्रामीण विकास मंत्रालय, नवी दिल्ली यांचे अ.शा.पत्र क्रमांक पी-17017/16/2001-आरसो, दि. 8 जानेवारी, 2003
- 2) शासन निर्णय, ग्राम विकास व जलसंधारण विभाग, क्रमांक जिपर 2000/ प्र.क्र.133/ 35, दिनांक 25 सप्टेंबर, 2001 व समक्रमांकाचे शासन शुष्कीपत्रक, दिनांक 21.9.2001
- 3) शासन निर्णय, ग्राम विकास व जलसंधारण विभाग, क्रमांक शासयो 2003/ प्र.क्र.124/ योजना-9, दिनांक 8 मे, 2003
- 4) शासन निर्णय, ग्राम विकास व जलसंधारण विभाग, क्रमांक शासयो 2003/ प्र.क्र.124/ योजना-9, दिनांक 13 ऑगस्ट, 2003

प्रस्तावना:- मा. प्रधान मंत्री यांनी दिनांक 15 ऑगस्ट, 2000 रोजी प्रधान मंत्री ग्राम सडक योजनेची घोषणा केली. रस्त्यापासून वंचित असणा-या गावांना बारमाही रस्ते ये-यासाठी सधर योजनेची घोषणा करण्यात आली.

प्रधान मंत्री ग्राम सडक योजना ही 100% केंद्र पुरस्कृत योजना असून त्या अंतर्गत 500 पेक्षा अधिक लोकसंख्या असलेल्या 1.60 लक्ष अद्याप न जोडलेल्या वाड्या/वस्त्या यांना रक्कम रु. 60,000/- कोटी खर्चाने बारमाही रस्त्याने जोडावयाचे आहे. सधर योजनेची अंमलबजावणी राज्यमार्फत होत असून त्यासाठी 100% निधी केंद्र शासनाकडून प्राप्त होती. सधर निधी केंद्र शासनाकडून परस्पर राज्यस्तरीय ग्रामीण रस्ते विकास सोसायटीस परस्पर उपलब्ध करून देण्यात येईल. यासाठी राज्यस्तरीय सोसायटीची स्थापना करण्याच्या सूचना द्वपरोक्त संदर्भाधीन पत्रान्वये प्राप्त झाल्या आहेत. त्यानुसार संदर्भाधीन अनुक्रमांक 3 च्या शासन निर्णयान्वये संस्था नोंदणी अधिनियम 1860 अंतर्गत राज्यस्तरीय ग्रामीण रस्ते विकास संस्थेची स्थापना करण्यास मंजूरी देण्यात आली आहे. तसेच सोबत जोडलेल्या परिशिष्टाप्रमाणे मेमोरंडम ऑफ असोसिएशन व सोसायटीचे नियम यांनाही मंजूरी देण्यात आली आहे.

शासन निर्णय:-

राज्यस्तरीय ग्रामीण रस्ते विकास संस्थेची अधिकृत नोंदणी, संस्था नोंदणी अधिनियम 1860 अन्वये करण्याची व सोबतच्या परिशिष्टाप्रमाणे मेमोरंडम ऑफ असोसिएशन व सोसायटीचे नियम यांची अधिकृत नोंदणी करण्यात आली असून Maharashtra Rural Road Development Association(महाराष्ट्र ग्रामीण रस्ते विकास असोसिएशन) ची संस्था नोंदणी अधिनियम 1860 अन्वये नोंदणी क्र. महाराष्ट्र राज्य मुंबई/890/2003 अनुसार सहाय्यक संस्था निबंधक, बृहन्मुंबई विभाग, मुंबई येथे करण्यात आलेली आहे.

सधर नोंदणीकृत Maharashtra Rural Road Development Association(महाराष्ट्र ग्रामीण रस्ते विकास असोसिएशन) चे शक्ती प्रदान अधिकारी (Empowered Officer) म्हणून मुख्य अभियंता व सह सचिव (PMGSY) यांची संदर्भाधीन शासन निर्णय अनुक्रमांक 4 अन्वये नेमणूक करण्यात आली आहे.

हा शासन निर्णय निर्गमित झाल्याच्या दिनांकापासून क संस्थेने प्रधान मंत्री ग्राम सडक योजनेच्या मार्गदर्शक सुचना आणि नियमावलीनुसार कामकाजास तात्काळ सुरुवात करावी. असोसिएशन चे मेमोरेंडम ऑफ असोसिएशन व सोसायटीचे नियम सोबतच्या परिशिष्टप्रमाणे आहेत. त्याचे तंतोतंत पालन करण्यात यावे.

महाराष्ट्राचे राज्यपाल यांच्या आदेशानुसार व नांवाने,

(सुनील पाटील)

उप सचिव, महाराष्ट्र शासन.

प्रति,

मुख्य सचिव, महाराष्ट्र शासन

अतिरिक्त मुख्य सचिव, नियोजन विभाग, मंत्रालय, मुंबई-३२.

प्रधान सचिव (व्यय) (वित्त विभाग) मंत्रालय, मुंबई-३२

सचिव (रस्ते) सार्वजनिक बांधकाम विभाग, मंत्रालय, मुंबई-३२

सचिव, (रोहयो) नियोजन विभाग, मंत्रालय, मुंबई-३२

महालेखापाल-१/२ (लेखा व अनुज्ञेयता) / (लेखा परीक्षा) महाराष्ट्र, मुंबई/नागपूर.

विभागीय आयुक्त, (सर्व विभाग)

मुख्य कार्यकारी अधिकारी, जिल्हा परिषद तथा अध्यक्ष, कार्यकारी समिती, जिल्हा ग्रामीण विकास यंत्रणा (सर्व)

मुख्य अभियंता व सह सचिव (PMGSY) (रोहयो) नियोजन विभाग, मंत्रालय, मुंबई.

मुख्य अभियंता, सार्वजनिक बांधकाम प्रादेशिक विभाग, मुंबई, पुणे, नाशिक, औरंगाबाद, अमरावती, नागपूर, (विशेष प्रकल्प) मुंबई, राष्ट्रीय महामार्ग विभाग, कोवण भवन, नवी मुंबई.

विशेष कार्य अधिकारी, तथा उप विकास आयुक्त (रोहयो) विभागीय आयुक्त कार्यालय (सर्व)

कार्यकारी अभियंता (रोहयो), दक्षता पथक, जिल्हाधिकारी कार्यालय (सर्व)

कार्यकारी अभियंता, जिल्हा परिषद (बांधकाम) (सर्व)

अधीक्षक अभियंता, दक्षता व गुण नियंत्रण मंडळ (सर्व)

अतिरिक्त मुख्य कार्यकारी अधिकारी, जिल्हा परिषद (सर्व)

प्रकल्प संचालक, जिल्हा ग्रामीण विकास यंत्रणा (सर्व)

संचालक, लेखा व कोषागार, लेखा व कोषागार संचालनालय, मुंबई-२१.

मा. मंत्री (ग्राम विकास) यांचे स्वीय सहाय्यक

मा. मंत्री (नियोजन विभाग) यांचे स्वीय सहाय्यक

मा. राज्यमंत्री (ग्राम विकास) यांचे स्वीय सहाय्यक

सह संचालक, लेखा व कोषागार, नवीन प्रशासन भवन, फवा गाळा, मुंबई-२१.

अधिदान व लेखाधिकारी, अधिदान व लेखा कार्यालय, मुंबई-२१.

जिल्हा कोषाधिकारी (सर्व)

निवड नस्ती (योजना-८, योजना-९ व संगणक कक्ष) ग्राम विकास व जलसंधारण विभाग, मंत्रालय, मुंबई-३२

**MEMORANDUM OF ASSOCIATION OF MAHARASHTRA RURAL ROADS
DEVELOPMENT ASSOCIATION, MUMBAI**

शासन निर्णय क्रमांक:- ग्रासयो-2003/प्र.क्र.124/योजना-9, दि. 10.10.2003 चे परिशिष्ट.

- 1) Name of the Society : "Maharashtra State Rural Road Development Association" (MRRDA).
- 2) Office Address : Rural Development and Water Conservation department, Mantralaya, Mumbai 400 032.
- 3) Objects of the Society :
 - i.) To connect all the unconnected habitation having population of more than 500 (more than 250 in hilly area) by year 2007
 - ii.) To disburse programme funds for roads to be constructed under PMGSY.
 - iii.) To disburse administrative funds for office and travel expenses under PMGSY.
 - iv.) To monitor the financial progress of PMGSY.
 - v.) To control disbursement of funds under PMGSY.
 - vi.) To monitor flow of funds under PMGSY.
- 4) The Names, Address, designations, ages, occupations and nationalities of all the members of the first Managing Committee of the Society to whom the management and business of the society is entrusted.

Sr. No	Name	Address	Designation	Age	Nationality	Occupation
1	Ajit Nimalkar	Chief Secretary's office Mantralaya, Mumbai-32	Chairperson	59	Indian	Civil Service
2	Jagdish Jushi	Planning Deptt Mantralaya, Mumbai-32	Member	59	Indian	Civil Service
3	Chitkala Zutshi	(Expenditure) Finance Deptt Mantralaya, Mumbai-32	Member	55	Indian	Civil Service
4	S. Shahzad Hussain	Rural Development & Water Conservation Deptt. Mantralaya, Mumbai-32	Co-Chairperson	52	Indian	Civil Service
5	Vijay Baburao Borge	(Roads) Public Works Deptt., Mantralaya, Mumbai-32	Member	55	Indian	Civil Service
6	Dinkar Madhavrao More	Planning Deptt (EGS), Mantralaya, Mumbai-32	Member	55	Indian	Civil Service
7	Sunil Paul	Rural Development & Water Conservation Deptt. Mantralaya, Mumbai-32	Member Secretary	42	Indian	Civil Service

5. We the following member signatories of the society desire to form our society under the Society Registration Act, 1860 and accordingly we have formed the said society, by Government Resolution dated 8th May 2003 and we have signed the Memorandum for the purpose of the registration of the society under the Societies Registration Act, 1860.

Sr. No	Name	Address	Signature
1	Ajit Nimbalkar	Chief Secretary's office Mantralaya, Mumbai-32	Sd/
2	Jagdish Joshi	Planning Deptt. Mantralaya, Mumbai-32	Sd/
3	Chickala Zutshi	(Expenditure) Finance Deptt. Mantralaya, Mumbai-32	Sd/
4	S.Shahzad Hussain	Rural Development & Water Conservation Deptt. Mantralaya, Mumbai-32	Sd/
5	Vijay Bahurao Borge	(Roads) Public Works Deptt., Mantralaya, Mumbai-32	Sd/
6	Dinkar Madhavrao More	Planning Deptt. (E&S), Mantralaya, Mumbai-32	Sd/
7	Sunil Patil	Rural Development & Water Conservation Deptt. Mantralaya, Mumbai-32	Sd/

Dated this _____ day of _____ in the year _____

In presence of-

- | | | |
|---|--|------------------|
| 1 | Shri. S.S. Hussain, Prin. Secretary
(Name & Designation) | Sd/
Signature |
| 2 | Shri. D.M. More,
Chief Engineer & Joint Secretary
(Name & Designation) | Sd/
Signature |
| 3 | Shri. Sunil Patil, Dy. Secretary
(Name & Designation) | Sd/
Signature |

Place:

Date:

I know the aforesaid persons who have signed this Memorandum in my presence.

Date:

Sd/-

Sign/S.E.M./Advocate/CA/Noraty
Full Name & Address with Seal.

RULES AND REGULATIONS OF THE MAHARASHTRA RURAL ROAD DEVELOPMENT ASSOCIATION

1. SHORT TITLE :

These Rules and Regulations shall be The rules and Regulations of "The Maharashtra rural road Development Association" (MRDA).

2. DEFINITIONS :

In these rules and Memorandum of Association unless the subject or context otherwise require :-

- 2.1 "Act" means "Societies Registration Act" XII of 1860
- 2.2 "Executive Committee" means "The Executive Committee of the Association".
- 2.3 "Governing Body" means "The Governing Body of the Association".
- 2.4 Government means "State Government of Maharashtra".
- 2.5 Association means "Maharashtra rural road Development Association".

3. REGISTERED OFFICE :

The Registered Office of the Association shall be situated at :-
Office of the Secretary
Rural Development and Water Conservation Department,
1st floor, Mantralaya, Mumbai 400 032.

4. STRATEGY:

To disburse the funds and to monitor progress.

5. JURISDICTION:

The Association shall undertake all its activities under PMGSY within the State of Maharashtra.

6. AUTHORITIES OF THE ASSOCIATION

The Authorities of the Association shall be

- 1. Governing Body.
- 2. Executive Committee.
- 3. Such other Authorities as may be constituted by the Governing Body.

7. COMPOSITION OF GOVERNING BODY

- | | | |
|---|---|--------------------------|
| 1. Chief Secretary | : | Chairperson |
| 2. Secretary, Rural Development Department | : | Co-Chairperson |
| 3. Secretary (Roads), Public Works Department | : | Member |
| 4. Secretary, Planning Department | : | Member |
| 5. Secretary, (Expenditure) Finance Department | : | Member |
| 6. Chief Engineer and Joint Secretary (PMGSY) | : | Member |
| 7. Deputy Secretary, Rural Development Department | : | Member Secretary (PMGSY) |

Member of Governing Body of the rank of Secretary and above may send his/her representative not below the rank of Deputy Secretary, for the meeting of Governing Body.

Governing Body is empowered to invite special invitees other than those mentions above as and when required.

The tenure of the NGO representative nominated by Governing Body shall be three years. The control of administration and management of the affairs of the association shall vest with the Governing Body in accordance with the rules and regulations of the association framed under guidelines forwarded by the Ministry of Rural Development Govt. of India.

EXECUTIVE COMMITTEE

Executive Committee of the association will consist of the following members

- | | | | |
|----------|---|----|------------------|
| 1. | Secretary, Rural Development Department | : | Chairperson |
| 2. | Secretary (Roads) Public Works Department | :: | Member |
| 3. | Secretary, Planning Department | : | Member |
| 4. | Secretary, (Expenditure) Finance Department | : | Member |
| 5. | Chief Engineer & Joint Secretary (PMGSY)
(PMGSY) | : | Member |
| 6. | Deputy Secretary, Rural Development Department
(PMGSY) | : | Member Secretary |
| 7 to 12. | Officer on Special Duty (EGS) & Ex-Officio
Deputy Commissioner (Development) | : | Member |

8. TERMINATION OF EX-OFFICIO MEMBERSHIP

Where a person becomes a member of the Governing body of the Association by virtue of the office or appointment which he/she holds his/her Membership of the association shall stand terminated when he/she shall ceases to hold that office or appointment.

9. TERMINATION OF MEMBERSHIP OF OTHERS

Membership of Members other than ex-officio Members, shall stand terminated on the happening of any of the following events:-

- (i) on the expiry of the period of Membership for which nominated
- (ii) death, resignation, insolvency, lunacy or conviction for a criminal offence involving moral turpitude.
- (iii) When a member does not attend three-consecutive meetings of the General body without proper leave of absence.

10. TERMS OF MEMBERSHIP

(a) Subject to the other provisions, a Member of the Association, other than ex-officio Members, shall hold office for a period of two years from the date of his nomination and shall be eligible for re-nomination by the Governor

(b) If a casual vacancy exists during the two years period, such vacancy shall be filled in like a manner as the original vacancy and the admitted Members shall hold office for the unexpired portion of the term

11. **RESIGNATION**

When a Member desires to resign his/her membership of the Association, he/she shall forward his/her letter of resignation to the Chairman.

12. **VALIDATION OF ACTS**

The Association shall function notwithstanding any vacancy in any of its bodies and no act, direction or proceeding of the Association shall be invalid merely by reason of such vacancy or any defect in the appointment of any of its members.

13. **RIGHTS, POWERS & DUTIES OF THE GOVERNING BODY**

13.1 To receive funds from the Ministry of Rural Development, Govt of India

13.2 All property, moveable, immovable or of any kind shall vest in the Governing Body as per the guidelines issued by the Ministry of Rural Development, Govt of India

13.3 The business and affairs of the Association shall be carried on and managed by the Governing Body as per the guidelines issued by the Ministry of Rural Development, Govt. of India

13.4 The Governing Body shall have all such powers and shall perform all such functions as are necessary or proper for the achievement of and furtherance of the objectives of the Association. To vet proposals under PMGSY forwarded to State Level Standing Committee and submit to NRRDA for concurrence

13.5 Without prejudice to the generality of the foregoing provisions of the Governing Body shall have following power and rights.

13.5.1 To prepare and execute detailed plans and proposals for the establishment and development of the Association and for carrying on its administration and managements.

13.5.2 To improve and recover fees and charges for the services rendered by the Association to raise funds as deemed fit and necessary for the purpose and objectives of the Association.

13.5.3 To approve and adopt and prepare annual reports, financial statements of accounts, financial estimate of the body. Budget allotment and financial requirements of the Association.

13.5.4 To enter into agreement on behalf of the Association.

13.5.5 To sue and to be sued and defend all legal proceedings on behalf of the Association.

13.5.6 To make, sign and execute all such documents and instruments as may be necessary for carrying on the management of the property or affairs of Association.

To make arrangements for the flow of funds under the PMGSY as per the guidelines issued by the Ministry of Rural Development, Govt of India vide letter No.P-17017/16/2001-RC dated January 8, 2003

To frame bye-laws not inconsistent with Rules & Regulations and Business of Association.

13.5.7 To perform all such acts and do all such things as may be necessary for the proper management of the properties and affairs of the Association.

Add and amend the Rules of Association as per the guidelines issued by the Ministry of Rural Development, Govt. of India from time to time.

13.5.8 To appoint auditors of the Association.

- 13.5.9 To make regulations for the managements of the affairs of the Association when required.
- 13.5.10. The Governing Body may delegate its specific rights, powers and duties and assign such functions and responsibilities as are considered necessary to the Executive Committee and or to Secretary of the association.
- 13.5.11 To monitor the expenditure under PMGSY
- 13.5.12 To coordinate with Government of India regarding activities, expenditure and interest accrued
- 13.5.13 To appoint Non Official Member of Executive Committee

14. **MEETING OF THE GOVERNING BODY**

- 14.1. Subject to the provision of the Act, the Governing Body shall meet atleast twice in a year.

14.2. **Extra-ordinary meetings**

The Chairman of the Association may convene Extra-ordinary meetings of the Governing Body to consider any matter of special importance or urgency or on the written requisition of not less than seven/eight members of the Governing Body specifying the purpose for which the meeting is proposed to be called.

14.3. **Notice of the meetings**

Every meeting of the Governing body shall be convened by notice issued under the hand of the Member Secretary of the Association so authorized in this behalf. Every notice calling for the meeting of the Governing Body shall be issued to every member not less than 2 weeks before the day fixed for the meeting except in the case of special meetings where notice shall be issued seven days before the day fixed for the meeting.

14.4. **Presiding Officer**

The Chairman of the Association shall ordinarily preside at all the meetings of the Governing Body. In the absence of the Chairman, the Vice-Chairman shall preside. In the absence of both, the Chairman and the Vice-Chairman, the members present shall choose one from amongst themselves to preside over the meeting.

14.5. **Voting**

In case of difference of opinion amongst the members on any matter under discussion in a meeting, the opinion of the majority present shall prevail.

14.6. **Quorum**

One third of the membership including the Chairman present in person shall constitute the quorum for any meeting of the Governing Body provided that if meeting is once adjourned for want of quorum a subsequent meeting called on the basis of the same agenda shall not be required for a quorum. However, it is not necessary that all Ex-officio members shown attend the meeting, as they are supposed to co-vincent on work at field level. So quorum shown considered excluding them.

14.7. **Proceedings of the meetings :-**

- 14.7.1. All business of the Association shall as far as possible be recorded as proceedings of the Association.

- 14.7.2. The Minutes of the meeting/ proceedings of the Association shall be circulated to all the members.

15. **EMERGENCY POWERS OF THE CHAIRMAN AND MEMBER SECRETARY**

Nothing in these rules and regulations shall prevent the Chairman and Member Secretary from exercising all powers of Governing body in case of emergencies for furtherance of the objectives of the association and action taken shall be reported to the Governing Body at the next meeting of the Governing Body.

16. **STAFF OF THE ASSOCIATION**

The existing staff in the Rural Development Department created as per the norms laid down by the Government of Maharashtra will be on deputation of the Association.

17. **POWERS, RIGHTS**

Subject to the provisions of these rules and regulations, the executive committee shall have the following powers and functions :

(a) Subject to the general control and supervision of the General Body, the Executive Committee shall generally pursue and carry out objectives of the Association as set forth in the Memorandum of Association

(b) The executive Committee shall exercise all executive and financial powers of the Association, subject to such directions as may be issued by the Government of India and General Body from time to time.

- 17.1. The Executive Committee shall be responsible to the Governing body for the efficient running of the affairs of the Association.
- 17.2. All appointments to the Association will be made by the Executive Committee in accordance with the approved Action plan.
- 17.3. To propose Byelaws, including amendments to existing Byelaws for consideration and adoption by the Governing Body.
- 17.4. To approve all the Annual Report prepared by the Member Secretary and to be placed before the Governing Body for its adoption.
- 17.5. To procure articles and materials including drugs and equipments needed for Association for carrying out the objectives of the Association.
- 17.6. The Governing Body can delegate any of its functions or powers to the Executive Committee.

18. **MEETING OF THE EXECUTIVE COMMITTEE**

- 18.1 The Executive committee shall ordinarily meet once in two months or more often if necessary.

18.2 **Presiding Officer**

The Chairperson of the Executive Committee shall preside at all the meetings of the Executive Committee. In the absence of Chairperson, Co-Chairperson can preside the meeting. In the absence of both, the Chairperson and the Co-Chairperson, the members present shall choose one from amongst themselves to preside over the meeting.

18.3 **Voting**

In case of difference of opinion amongst the member on any matter under discussion in a meeting, the opinion of the majority present shall prevail. In case of a tie, the Chairperson's vote will be a casting vote. One half of the members (fraction to be ignored) presenting person shall constitute the quorum for any meeting of the Executive Committee. If meeting is once adjourned for want of quorum, a subsequent meeting called on the same day with same agenda shall not require a quorum.

19. **TENURE OF THE EXECUTIVE COMMITTEE NON OFFICIAL MEMBERS**

The tenure of non-official members shall be for a period of two years from the date of their nomination to the Executive Body. Such members after their one year tenure will be eligible for re-nomination. If the performance of the NGO members is found unsatisfactory by the Executive Committee, such member will be replaced after the approval of Governing Body.

20. **TENURE OF THE OFFICIAL MEMBERS OF THE EXECUTIVE COMMITTEE**

When a person becomes a member of the Executive Committee by reason of the Office or appointment he holds, his membership to the Executive Committee shall cease when he ceases to hold that office or appointment.

21. **RESIGNATION**

Resignation of a member from the Executive Committee shall be tendered to the Association and shall not take effect until it has been accepted on behalf of the Association by the Chairman of the Governing body.

22. **FUNCTIONS OF THE OFFICE BEARERS**

22.1 **Chairman**

22.1.1 He/she shall, whenever present, preside over the Executive Committee meetings and Governing Body meetings.

22.1.2 He/she shall coordinate the efforts of various executive members for development of the Association.

22.1.3 The Chairman may direct the Secretary to call a special meeting at a short notice in case of emergency.

22.1.4 The Chairman shall be the sole and absolute authority to judge the validity of the votes cast by members at all Governing Body meetings and Executive Committee meetings.

22.2 **Member Secretary**

22.2.1 The Member Secretary shall be responsible for the day to day management of the affairs of the Association subject to the terms and conditions of the Executive Committee. He shall be the Chief Executive of the Association.

22.2.2 He shall be responsible for management of staff of the Association. He shall exercise control and discipline over the employees of the Association (Both full time and part time).

22.2.3 The Member Secretary shall be authorized to issue letters to those who have been selected for appointment by the Executive Committee. The Terms and Conditions of these posts shall be sanctioned by the Governing Body.

- 22.2.4 He shall verify all bills and countersign them before presenting them to Treasury for payment. He shall maintain proper books and accounts for the funds received and expenditure incurred by the Association.
- 22.2.5 He shall arrange for the audit of the accounts of the Association by the auditors appointed by the Governing Body of the Association.
- 22.2.6 He shall convene the meetings of the Governing Body, the Executive Committee, the Annual General Body meeting, the Extra-ordinary General Body meeting etc. He shall prepare the agenda for the meeting for the circulation of the concerned members. The approved minutes of the meetings shall be circulated by him to concerned members.
- 22.2.7 He shall sign all Deeds and Documents on behalf of the association according to the directions of the Governing Body or the Executive Committee.
- 22.2.8 He shall present the report of the Executive Committee and the Governing Body meetings of the Association.
- 22.2.9 He shall sue or be sued and defend the Association in all legal proceedings.
- 22.2.10 Any document or proceedings requiring authentication by the Association shall be signed and sealed by the Member Secretary.
- 22.2.11 The Member Secretary shall be responsible for the execution of all policies adopted in different meetings.

23. SPECIAL FINANCIAL POWERS AND FUNCTIONS OF THE MEMBER SECRETARY:

- 23.1 For handling the emergency situations, financial powers limited to Rs.1 lakh only has been delegated to the Member Secretary after approval of the Governing Body.
- 23.2 Contingency fund (permanent advance of Rs.15000) in form of petty cash will be kept in the custody of the treasurer and will be used after the approval of the Member Secretary.

In case of 18.1 and 18.2 above, ex-post facto sanction by the Executive Committee shall be mandatory.

- 23.3 To do such other lawful acts, as may be necessary and be executed for the achievement of any or all the objectives of the Association.
- 23.4 The Member Secretary can sub-delegate his functions with the previous approval of the Executive Committee to any other member of the Association.

24. ACCOUNTANT:

- 24.1 He/She shall keep overall control over the funds of the Association and manage them properly within the policies laid down by the Executive Committee.
- 24.2 He/She shall prepare the annual balance sheets and the statement of accounts, get them audited and afterwards present them at the general body meeting for approval.

25. FUNDS OF THE ASSOCIATION:

The funds of the Society will consist of the following:

- 25.1 The funds of the Association shall be spent towards the promotion the work programme for :-
- a) Construction of roads.

- b) The payment of expenses for the administration of the Association including travelling expenses, audit of the accounts of the general funds of the Association.
- c) The payment for any legal proceedings which the Association or any member if authorized by the Association thereof is a party when such proceedings are undertaken for the purpose of securing or protecting the rights and interest of the Association and its members subject to section 6 of the Society Registration Act, 1860.

- d) Publication of periodicals or magazines furthering particularly the interest of the Association and its members.

26. **ACCOUNT OF THE ASSOCIATION :**

The funds of the Association shall be deposited in two accounts opened with a nationalized bank.

27. **FINANCIAL YEAR :**

The accounting year for the association will be from 1st April to 31st March. The annual income and expenditure accounts and balance sheet of the Association shall be presented at the annual general body meeting within 5 (five) months of the close of the accounting year, duly audited by the competent auditor nominated by the General Body.

28. **PREPARING OF ACCOUNTS :**

The Executive Committee shall arrange for the proper maintenance of Accounts with respect to

1. All sums of money received and expended by association and the matters in respect of which receipts and expenditure take place.
2. All sales and purchases of goods by the Association and
3. The assets and liabilities of the Association.

29. **AUDIT**

The Chief Internal Auditor of the Govt. of Maharashtra shall be appointed as auditor of the Association at its annual Governing Body meeting and he/she shall audit the accounts of the Association for the ensuing year. The auditor of the Association shall have access to the Books of the accounts and vouchers of the Association and shall be entitled to require such information and explanation as he/she may think necessary for the performance of his/her duties as auditors.

30. **ANNUAL LIST OF EXECUTIVE COMMITTEES**

Once in every year, a list of the office bearer and members of the association shall be filled with the Registrar of the Association, Mumbai city.

31. **LEGAL PROCEEDINGS**

The Association may sue or be sued in the name of the member Secretary as per, the provision laid down under Societies Registration Act of Maharashtra.

Any amendment in the memorandum on rules will be carried out in accordance with procedure laid down under Societies Registration Act of Maharashtra.

AMENDMENT TO MEMORANDUM AND RULES

Amendment to Memorandum and Rules may be made with the prior approval of the Central Government, Ministry of Rural Development by the Board of Governors at its Annual General Meeting or special Meeting by simple majority after giving a minimum of ten days of the proposed amendment (a) in writing to the members of the board

CHANGE IN OBJECT OR NAME

If a change is desired in the name or the object of the societies or if two or more societies are to be amalgamated, the procedures laid down in section 12 or 12A of Societies Registration Act, 1860 will be followed.

DISSOLUTION OF ASSOCIATION

a) The Board of Governors shall have the powers to dissolve with the prior approval of the State Government, the Society for appropriate reasons. In such an event, the corpus and the management of the society would vest in the State Government.

b) If the society is to be dissolved procedure laid down in section 13, 14 of the Societies Registration Act, 1860 will be followed.

We, the following members of the Board of Governors hereby certify that the above is a true and correct copy of the Rules framed and adopted by the said society.

Sd/-

Sd/-

Sd/-

Chairperson

Co-Chairperson

Member Secretary